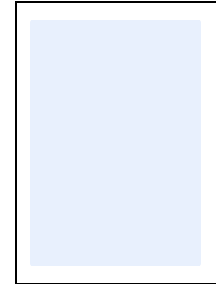


## Job Application Form

Position Applied for : \_\_\_\_\_  
 Name (as in NRIC) : \_\_\_\_\_  
 Preferred Name : \_\_\_\_\_  
 Earliest Start Date : \_\_\_\_\_  
 Expected Salary : \_\_\_\_\_



*If any of the fields is not applicable, please enter "N/A".*

### I. Personal Particulars

Address : \_\_\_\_\_ Postal Code : \_\_\_\_\_  
 Mobile No. : \_\_\_\_\_ Home Tel. : \_\_\_\_\_  
 Email : \_\_\_\_\_ Date of Birth : \_\_\_\_\_  
 Race : \_\_\_\_\_ Nationality : \_\_\_\_\_  
 Gender : \_\_\_\_\_ Marital Status : \_\_\_\_\_

### II. Emergency Contact

*In case of emergency, please contact:*

Name : \_\_\_\_\_ Relationship : \_\_\_\_\_  
 Mobile No. : \_\_\_\_\_ Other No. : \_\_\_\_\_

### III. National Service

*Please indicate dates in MM/YY:*

Date of Enlistment : \_\_\_\_\_ Last Rank Held : \_\_\_\_\_  
 Operational Ready NS : \_\_\_\_\_ Present Liability : \_\_\_\_\_  
 Date : \_\_\_\_\_

### IV. Academic/ Professional Qualifications

Name of Institution	Period of Study		Qualifications Obtained
	From (MM/YY)	To (MM/YY)	
Primary			
Secondary			
Tertiary			
Professional			
Other			

**V. Language Proficiency**

Please rate using the following scale: 1 = Poor, 2 = Average, 3 = Good, 4 = Excellent

Languages & Dialects	Spoken	Written

**VI. Immediate Family Members**

Name	Relationship	Age	Occupation/Company

**VII. Employment History**

Please provide your employment record starting with your current/most recent employment

Period		Company Name	Position Held	Current / Last Drawn Salary	Reason/s for Leaving
From (MM/YY)	To (MM/YY)				
Please provide a brief description of your duties and responsibilities:					
Please provide a brief description of your duties and responsibilities:					
Please provide a brief description of your duties and responsibilities:					
Please provide a brief description of your duties and responsibilities:					

**VIII. Medical Information**

*If you have a pre-existing medical condition, please provide details in the space provided below.*

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**IX. Character Referees**

*Please provide the names of two referees (other than relatives) who are/were acquainted with your work history.*

Name	Current Job Title	Contact No.	Years known	Relation to Referee

*Do you object to reference being made by Singapore Shipping Corporation to your present or previous employers should you be selected for the position? Please mark your response below.*

No     Yes    If yes, why?

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**X. Other Information**

*Please mark your response using the check boxes provided.*

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| (a) Do you possess a valid driving license? If Yes, please provide class of license _____         | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) Have your license ever been suspended / cancelled?  | <input type="checkbox"/> | <input type="checkbox"/> |
| (c) Do you have any friend(s) and/or relative(s) working in Singapore Shipping Corporation Group? | <input type="checkbox"/> | <input type="checkbox"/> |
| (d) Have you previously applied for employment with Singapore Shipping Corporation Group?         | <input type="checkbox"/> | <input type="checkbox"/> |
| (e) Have you ever been a bankrupt?  | <input type="checkbox"/> | <input type="checkbox"/> |
| (f) Have you ever been dismissed / suspended from the service of any of your former employer?     | <input type="checkbox"/> | <input type="checkbox"/> |
| (g) Have you ever been convicted for any crime?   | <input type="checkbox"/> | <input type="checkbox"/> |

*If any of the above answers from (b) to (g) is 'Yes', please provide details in the space provided below:*

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**IMPORTANT – PLEASE READ**

**NOTICE IN RELATION TO THE COLLECTION, PROCESSING AND USE OF YOUR PERSONAL INFORMATION – THE PERSONAL DATA PROTECTION TERMS**

By submitting this application, you are consenting to the collection, processing, use and disclosure of your personal information by the Singapore Shipping Corporation group of companies, which includes Singapore Shipping Corporation Ltd, its subsidiaries and affiliated companies (collectively, the “**Singapore Shipping Corporation Group**”). The personal information provided by you will be used:

- (a) to assess your suitability for the role that you have applied for or such other roles that the Singapore Shipping Corporation Group may deem appropriate for you taking into consideration your experience, skills and qualifications;
- (b) to carry out any reference checks that the Singapore Shipping Corporation Group deems appropriate;
- (c) if offered the role, to complete your employment within the Singapore Shipping Corporation Group; and
- (d) in the event of your employment, in the management and administration of matters connected with your employment.

The Singapore Shipping Corporation Group Personal Data Protection Policy (as amended and supplemented from time to time) (“**Policy**”) will apply to the collection, use, management, disclosure, protection and retention of the personal information provided by you. You may request for a copy of the Policy for your reference. Under the Policy:

- (a) The Singapore Shipping Corporation Group considers the privacy and the protection of your personal information to be of utmost importance. Security and control measures have been put in place in accordance with the Policy.
- (b) The personal information may be in an electronic form and may be transferred or retained outside the territory of Singapore.
- (c) Subject to the terms of the Policy, I may (i) access my personal information held by the Singapore Shipping Corporation Group and (ii) amend my personal information.
- (d) The Singapore Shipping Corporation Group will not retain the personal information longer than necessary.
- (e) The Singapore Shipping Corporation Group may use third party service providers in the management and administration of its human resource matters. The consent that you have granted will be deemed consent granted to such third party service providers for the collection, use, management, disclosure, protection and retention, amongst other, of your personal information as part of the management and administration of such human resource matters.

**DECLARATION**

I hereby declare and confirm that:

- a. I have read and understood the Personal Data Protection Terms above relating to the collection, processing, use and disclosure of my personal information and do hereby give my consent to such collection, processing, use and disclosure in accordance with the Policy.
- b. The information and documents provided by me in this application are true and accurate to the best of my knowledge and that I am aware if I am found to be deliberately or wilfully withholding any information and/or making any false statement and/or falsifying any documents during the course of the employment process, including but not limited to the information in this application, my employment with the Singapore Shipping Corporation Group may be terminated.
- c. The character referees are fully aware that I have provided their personal information to the Singapore Shipping Corporation Group and confirm that they have consented to my disclosure of their personal information to the Singapore Shipping Corporation Group for the purpose of accessing my employment.

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**Signature and Name of Applicant**

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**Date**

